

UNITED STATES DEPARTMENT OF AGRICULTURE
AGRICULTURAL ADJUSTMENT ADMINISTRATION
Washington, D. C.

1.42
5086501-1938
JUN 15 1938



March 17, 1938

To All Administrative Officers
Southern Region

This is with reference to establishing 1938 cotton acreage allotments (1) for two or more farms subdivided since the 1937 work sheet was executed and also (2) for farms combined since the 1937 work sheets were executed.

In connection with item (1) above, it will be necessary for the county office to contact the operators involved and execute a Form SR-101 for each part of the farm covered by the original 1937 work sheet. All the data for the farm covered by the original work sheet must be broken down for the several parts. The division of 1937 crop acreage, base acreage, and diverted acreage may be made by mutual agreement of the operators involved; or in the event the operators fail to agree, the division may be made prorata by the county committee based on the acreage of cropland in the several parts of the farm covered by the original Form SR-101. If division of the 1937 data is made by mutual agreement of the operators, a copy of such agreement signed by all the operators involved must be filed in the county office. The data with respect to the years 1935 and 1936 must be prorated to the several parts in the same proportion that the data for the year 1937 is divided.

In connection with item (2) above with respect to 1938 cotton acreage allotments for farms, the cropland for which was covered by more than one 1937 work sheet, all data with respect to each 1937 work sheet will be combined for each entry on a master work sheet covering the farm as it will be operated in 1938.

The county office must attach the individual work sheets to the original work sheet in the first case above, and the original 1937 work sheet to the master work sheet in the second case above, and transmit all such parts and combinations with the original 1937 work sheets to the State office along with the county office copies of all work sheets when Forms ACP-58 are sent to the State office.

Very truly yours,

A handwritten signature in cursive script that reads "I. W. Duggan".

I. W. Duggan,
Director, Southern Division.



UNITED STATES DEPARTMENT OF AGRICULTURE
AGRICULTURAL ADJUSTMENT ADMINISTRATION
Washington, D. C.

1.42
5086
JUN 15 1938
1938

March 21, 1938

To Administrative Officers

Southern Region

This is with reference to establishing 1938 cotton acreage allotments for farms for which the operators have made complaint regarding the accuracy of cropland measurements made in connection with the 1937 Agricultural Conservation Program.

If the remeasurement has been requested by the producer, it is suggested that the cropland for the farm be remeasured using the same method or a method of higher status than was previously used; that is, if performance was checked by chain, remeasurement should be made by plane table or aerial maps, if available.

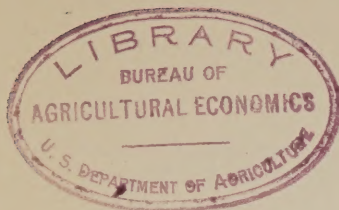
The remeasurement of the farm should be done accurately. If differences are found in the acreage of cropland or in the acreage of individual crops in 1937 from the data originally shown on the farm map and the Report of Performance, a new Report of Performance, as well as an adjusted application for payment, Form SR-109, must be executed for the farm, and the data on Form SR-101 and Form SR-104 must be corrected. The new forms executed for the farm should be properly identified with the words, "Corrected for remeasurement", written across the top. Corrections on the work sheet must be initialed either by two county committeemen or by one county committeeman and the performance supervisor.

Where differences are found in measurements, payments in connection with the 1937 program must be recomputed and an additional payment made to, or a refund requested from, the producer, if the difference between the adjusted payment and the original payment computed for the farm is more than one dollar.

Very truly yours,

I. W. Duggan

I. W. Duggan,
Director, Southern Division.



UNITED STATES DEPARTMENT OF AGRICULTURE
AGRICULTURAL ADJUSTMENT ADMINISTRATION
Washington, D. C.

March 17, 1938

To Administrative Officers
Southern Region

The following question and answer in connection with the 1938 Agricultural Conservation Program is submitted for your information:

Question: Will the 1938 cotton acreage allotment for farms on which no cotton was planted in any of the years 1935, 1936, and 1937, but with respect to which payment for diversion from the cotton base was made in one or more of such years, be made from the county cotton acreage allotment or from the State reserve?

Answer: The 1938 cotton acreage allotment for farms on which no cotton was planted in any of the years 1935, 1936, and 1937, but with respect to which payment was made for diversion from the cotton base in one or more of such years, will be made from the State reserve.

Very truly yours,

A handwritten signature in cursive script that reads "I. W. Duggan".

I. W. Duggan,
Director, Southern Division.

1938 General Letter No. 3

1.42
50863-1938
JUN 15 1938

RECORDS OF THE
UNITED STATES DEPARTMENT OF THE INTERIOR
BUREAU OF LAND MANAGEMENT

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BUREAU OF LAND MANAGEMENT

RECORDS OF THE

UNITED STATES DEPARTMENT OF AGRICULTURE
AGRICULTURAL ADJUSTMENT ADMINISTRATION
Washington, D. C.



March 22, 1938

To Administrative Officers
Southern Region

This is with reference to Form SR-204e which is to be used in connection with the allocation of the county cotton acreage allotment to the eligible farms within a county. The form will not be duplicated in this office; consequently, it is suggested that you mimeograph copies sufficient to meet your needs.

Two copies of the form are enclosed. One of the copies is an example of a county in which the second factor was smaller than the first factor, while the other is an example where the second factor is greater than the first. It is suggested that you use Form SR-204e in connection with the procedure contained in SRM-204 for determining factors. By using the form it will not be necessary to refer to the procedure in each case and it will also serve as a permanent record of the data involved in computing the necessary factors.

Please forward to this office one copy of Form SR-204e for each county as soon as the final second factor has been applied.

Very truly yours,

I. W. Duggan

I. W. Duggan,
Director, Southern Division.

Enclosures

1938 General Letter No. 4

1.42
5086-
JUN 15 1938
1938

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Form SR-204e

United States Department of Agriculture
Agricultural Adjustment Administration
Southern Division
February 18, 1938

County Cotton Summary Sheet
Southern Region
1938 Agricultural Program

Transmittal No.
County
State

Item	Source Form ACP- 58	Description	Work Sheet Groups		
			1 A Farms	1 B Farms	Total
1	Col. 2	Number of Work Sheets			
2	Col. 5	Tilled acreage adjusted			
3	Col. 6	Total cotton acreage (actual + diverted)		XX	
4	Col. 7	Adjusted tilled acreage x first factor		XX	
5	Col. 8b	Indicated allotment 1/		XX	
6	Col. 9b	Indicated allotment 2/			
7	Col. 8a	(See instructions)			
8	Col. 8b	(See instructions)			
9					
10					
11	Col. 10	Second Indicated Allotment			
12	Col. 11	County Committee Adjusted 5 to 15-acre farms			
13	Col. 12	Final acreage allotment for all farms			
14					
15					
16					
17					
18					
19					
20					

1/ For farms raised to 5 acres under 1A and limited by actual + diverted acreage.

2/ For farms limited by tilled acres times first factor.

COUNTY COTTON ANALYSIS

Computation Sheet for Adjustment Factors

County A
State A

Section I. First Factor

- | | |
|---|-------------------------|
| 1. 1938 official county acreage quota.
No. 1 B Farms (172) | 17,460 acres |
| 2. Allotment used for 1 B farms (Col. 6, 1 B Tab.) | 588 acres |
| 3. Allotment for 1 A farms (line 1 - line 2) | 16,872 acres |
| 4. Total number of 1 A farms (Item listed on 1 A Tab.) | 1,242 acres |
| 5. Tilled acres for 1 A farms (Col. 5, 1 A Tab.) | 54,372 acres |
| 6. First factor (line 3 ÷ line 5) | .310307
(Six places) |

Section II. Reserve

- | | |
|---|-------------|
| 7. Maximum reserve for 5 to 15-acre farms
[line 3 - (line 4 x 5 acres)] x 3% | |
| [(16872) - (1242 x 5)] x .03 | 319.9 acres |
| 8. Reserve recommended by county committee
(not to exceed line 7) | 212 acres |

Section III. Test for and determination of preliminary second factor 1/

- | | |
|---|--------------------------|
| 9. Acreage balance or deficit after application of first factor | |
| = line 3 - (line 8 + Col. 8(b) + Col. 9(b)) | |
| = (16,872) - [(212) + (6431) + (9217)] | plus
minus 1012 acres |

If item 9 results in a balance (positive quantity) the second factor will be greater than the first factor and Section IV will be used to compute the final second factor.

If item 9 results in a deficit (negative quantity) the second factor will be less than the first factor and Section V will be used to compute the final second factor.

- | | |
|-------------------------------------|--|
| 10. Preliminary second factor | |
| = <u>Line 3 - line 8 - Col 8(b)</u> | |
| <u>Col. 9(b)</u> | |
| <u>line 6</u> | |
| = <u>(16,872) - (212) - (6431)</u> | |
| <u>(9217)</u> | |
| <u>(.310307)</u> | |
| = <u>(10,229)</u> | |
| <u>(29,703)</u> | |

.344376
(Six places)

Section IV. Determination of final second factor when greater than first factor 1/

II. Final second factor 2/

$$= \frac{A + \text{Col. } 9(a) - 8(a)}{T}$$

$$= \frac{(10,229) + (342) - (112)}{(29,703)} \quad \frac{.352119}{(\text{Six places})}$$

Section V. Determination of final second factor when less than first factor 1/

12. Final second factor 2/

$$= \frac{A + \text{Col. } 8(a) - 9(a)}{T}$$

$$= \frac{(\quad) + (\quad) - (\quad)}{(\quad)} \quad \frac{\quad}{(\text{Six places})}$$

Section VI. Certification

Approved by State Office:

_____ 1938

Statistical Assistant

_____ 1938

Administrative Officer in Charge

RECOMMENDED FOR APPROVAL:

_____ 1938

Field Representative, Southern Division

Approved:

_____ 1938

Director, Southern Division

1/ With the exception of line 2 all source references to "columns" refer to the 1 A tabulation on Form ACP 58

2/ Items "A" and "T" are the same as in line 10.

COUNTY COTTON ANALYSIS

Computation Sheet for Adjustment Factors

County B
State A

Section I. First Factor

- | | |
|---|--|
| 1. 1938 official county acreage allotment. | 12,101.0 acres |
| No. 1 B Farms () | |
| 2. Allotment used for 1 B farms (Col. 6, 1 B Tab.) | 972.6 acres |
| 3. Allotment for 1 A farms (line 1 - line 2) | 11,128.4 acres |
| 4. Total number of 1 A farms (Items listed on 1 A Tab.) | 1,179 acres |
| 5. Tilled acres for 1 A farms (Col. 5, 1 A Tab.) | 46,765.0 acres |
| 6. First factor (line 3 ÷ line 5) | <div style="border-top: 1px solid black; display: inline-block;">.237964</div>
(Six places) |

Section II. Reserve

- | | |
|--|-------------|
| 7. Maximum reserve for 5 to 15-acre farms | |
| [line 3 - (line 4 x 5 acres)] x 3% | |
| [(11,128.4) - (1179 x 5)] x .03 | 157.0 acres |
| 8. Reserve recommended by county committee
(not to exceed line 7) | 88.9 acres |

Section III. Test for and determination of preliminary second factor 1/

- | | |
|---|-------------------|
| 9. Acreage balance or deficit after application of first factor | |
| = line 3 - (line 8 ÷ Col. 8(b) ÷ Col. 9 (b)) | plus |
| | minus 245.6 acres |
| = (11,128.4) - [(88.9) ÷ (2951.2) ÷ (8333.9)] | |

If item 9 results in a balance (positive quantity) the second factor will be greater than the first factor and Section IV will be used to compute the final second factor.

If item 9 results in a deficit (negative quantity) the second factor will be less than the first factor and Section V will be used to compute the final second factor.

10. Preliminary second factor

= $\frac{\text{Line 3} - \text{line 8} - \text{Col. 8(b)}}{\frac{\text{Col. 9(b)}}{\text{line 6}}}$	
= $\frac{(11,128.4) - (88.9) - (2951.2)}{\frac{(8333.9)}{(.237964)}}$	
= $\frac{(8088.3)}{(35,022)} = \frac{A}{T} =$	<div style="border-top: 1px solid black; display: inline-block;">.230949</div> (Six places)

Section IV. Determination of final second factor when greater than first factor 1/

II. Final second factor 2/

$$= \frac{A + \text{Col. 9a} - 8(a)}{T}$$

$$= \frac{(\quad) + (\quad) - (\quad)}{(\quad)} \quad \text{(six places)}$$

Section V. Determination of final second factor when less than first factor 1/

12. Final second factor 2/

$$= \frac{A + \text{Col. 8(a)} - 9(a)}{T}$$

$$= \frac{(8088.3) + (2.1) - (0)}{(35,022)} \quad \frac{.231010}{\text{(Six places)}}$$

Section VI. Certification

Approved by State Office:

_____ 1938

Statistical Assistant

_____ 1938

Administrative Officer in Charge

RECOMMENDED FOR APPROVAL:

_____ 1938

Field Representative, Southern Division

Approved:

_____ 1938

Director, Southern Division

1/ With the exception of line 2 all source references to "columns" refer to the 1 A tabulation on Form ACP 58

2/ Items "A" and "T" are the same as in line 10.



UNITED STATES DEPARTMENT OF AGRICULTURE
AGRICULTURAL ADJUSTMENT ADMINISTRATION
Washington, D. C.

March 24, 1938

To Administrative Officers

Southern Region

There has been presented the question of whether a producer who knowingly plants cotton in 1938 on acreage in excess of the farm acreage allotment for cotton will be eligible to receive payments under the agricultural conservation program and the cotton price adjustment payment plan if the cotton produced on the farm in 1938 does not exceed 1000 pounds of lint cotton and therefore can be marketed free of the penalties by reason of the exemption provided in section 346(b) of the Agricultural Adjustment Act of 1938.

Section 349(a) of the Act reads as follows: "Any person who knowingly plants cotton on his farm in any year on acreage in excess of the farm acreage allotment for cotton for the farm for such year under section 344 shall not be eligible for any payment for such year under the Soil Conservation and Domestic Allotment Act, as amended". The item entitled "Price Adjustment Payment to Cotton Producers" contained in the Third Deficiency Appropriation Act, fiscal year 1937, provides that cotton price adjustment payments shall be made "with respect to the 1937 cotton crop to cotton producers who have complied with the provisions of the 1938 agricultural adjustment program formulated under the legislation contemplated by Senate Joint Resolution Numbered 207, Seventy-fifth Congress". Section 381(a) of the Agricultural Adjustment Act of 1938, which amends the provisions of the item providing for price adjustment payments, reads in part as follows: "For the purposes of the provisions (relating to cotton price adjustment payments with respect to the 1937 cotton crop) of the Third Deficiency Appropriation Act, fiscal year 1937, a producer shall be deemed to have complied with the provisions of the 1938 agricultural adjustment program formulated under the legislation contemplated by Senate Joint Resolution Numbered 207, Seventy-fifth Congress, if his acreage planted to cotton in 1938 does not exceed his farm acreage allotment for 1938 under the Soil Conservation and Domestic Allotment Act, as amended (including the amendments made by this Act), or under section 344 of this Act, whichever is the lesser. For the purposes of this subsection a producer shall not be deemed to have exceeded his farm acreage allotment unless such producer knowingly exceeded his farm acreage allotment".

Section 346(b) of the Agricultural Adjustment Act of 1938 does not modify the provisions quoted above which declare that a producer shall be ineligible to receive conservation or price adjustment payments if he plants to cotton an acreage in excess of his farm acreage allotment for cotton. Section 346(b) gives a producer an exemption, without regard to his cotton acreage allotment, from the penalties provided for in section 348 if his cotton production on the farm does not exceed 1000 pounds of lint cotton.

If a farmer knowingly exceeds his cotton acreage allotment to take advantage of the 1000-pound exemption provision, he will not be eligible to receive either a conservation payment or a cotton price adjustment payment.

Very truly yours,

I. W. Duggan

I. W. Duggan,
Director, Southern Division.

UNITED STATES DEPARTMENT OF AGRICULTURE
AGRICULTURAL ADJUSTMENT ADMINISTRATION
Washington, D. C.



March 28, 1938

To Administrative Officers

Southern Region:

The Commodity Credit Corporation announced on March 24, 1938, that loans to producers under the 1937-38 cotton loan program will be available after March 31, 1938, but that the loans must be completed prior to July 1, 1938.

Each loan dated subsequent to March 31, 1938, must have a statement of the Secretary or Treasurer of the County Agricultural Conservation Association for the county in which the producer resides in the following form attached to the note:

"The undersigned hereby certifies that to the best of his knowledge and belief the cotton pledged to secure cotton loans on 1937-38 CCC Cotton Form A of _____

_____ Address
Name of Producer
for \$ _____ dated _____ was produced
as landlord, landowner or tenant by the above named producer in 1937.

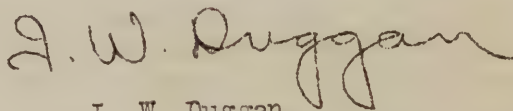
(Title)
Agricultural Conservation Association of
_____, State of _____".

Before executing the statement set forth above, the Secretary or Treasurer of the County Agricultural Conservation Association must require the producer who desires to secure the loan to show that the pledged cotton was produced by or for him in 1937 and that beneficial title to the cotton is and always has been in him. In nearly all cases the facts will not be within the personal knowledge of the Secretary or Treasurer and therefore the burden of establishing the facts and satisfying the Secretary or Treasurer that those are the facts is upon the producer. Any reliable record of the facts may be used by the producer; for example, gin receipts, the producer's account books, corroborative statements from community or county committeemen or neighbors of the producer, warehouse records, receipts from public weighers, and other sources of evidence commonly relied upon in the locality to establish the production of and title to cotton. The evidence offered by the producer should be considered in connection with the amount of cotton covered by the cotton sale certificates (Form CAP-101) or buyer's sale receipts filed by the producer with the Secretary of the Association and other records in the Association's office which

show the size of the producer's farm, the leasing or cropping agreements in effect for the farm in 1937, and the productive capacity of the farm in 1937 as compared to the 1937 production of similar farms in the community. The amount of evidence required in any case will, of course, depend upon the circumstances. Secretaries and Treasurers should not execute the statements unless they are satisfied by the evidence presented or have personal knowledge that the facts are as represented by the producer.

For your information, there is attached a copy of 1937 Cotton Circular Letter No. 7, issued by the Commodity Credit Corporation.

Yours very truly,

A handwritten signature in dark ink, reading "I. W. Duggan". The signature is written in a cursive style with a large, sweeping "D" and a long horizontal stroke at the end.

I. W. Duggan,
Director, Southern Division.

Enclosure

1938 General Letter No. 7

142
5086
JUN 15 1938
1937

UNITED STATES DEPARTMENT OF AGRICULTURE
AGRICULTURAL ADJUSTMENT ADMINISTRATION
Washington, D. C.



April 1, 1938.

To Administrative Officers

Southern Region:

It has come to the attention of this Division that in some States farms are being indiscriminately combined under the 1938 Agricultural Adjustment Program.

May we call your attention to the fact that a farm should be considered as comprising only farm land that (1) is adjacent or nearby, (2) is operated by one person as part of the same unit with respect to the rotation of crops and with workstock, farm machinery, and labor substantially separate from that for any other land, and (3) is owned by one person (meaning that one person holds legal title to such land) except that land under separate ownerships may be considered as one farm and may be covered with one work sheet, if the requirements under items (1) and (2) above are met and the owners who share in the crops agree.

In no case should the county committee permit two or more tracts of land to be covered with one work sheet if such tracts are operated with separate workstock, farm machinery, and labor. Furthermore, the county committee should not permit two or more tracts of land to be covered with one work sheet if such tracts are normally regarded as separate farms in the community, unless there is or has been a bona fide change in operation and not merely a change in operation that would permit all or a major portion of the cash crops to be grown on one or part of the tracts of land.

Yours very truly,

I. W. Duggan

I. W. Duggan,
Director, Southern Division.

1938 General Letter No. 8

UNITED STATES DEPARTMENT OF AGRICULTURE
AGRICULTURAL ADJUSTMENT ADMINISTRATION
Washington, D.C.



April 2, 1938

To Administrative Officers

Southern Region

The following question and answer in connection with the 1938 Agricultural Conservation Program is submitted for your information:

Question: Will the final date for accepting work sheets in order for the farm to be eligible to be covered by an application for payment under the 1938 Agricultural Conservation Program in accordance with subsection B, section XII, of SRB-201 be the final date for accepting work sheets for the establishment of marketing quotas?

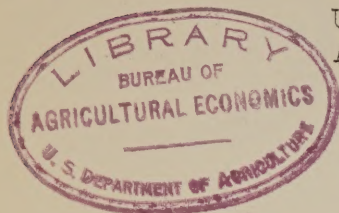
Answer: The final date for accepting work sheets in order for the farm to be eligible to be covered by an application for payment under the 1938 Agricultural Conservation Program as provided in subsection B, section XII, of SRB-201 will not be the final date for accepting work sheets to be used as a basis for the establishment of marketing quotas under the Agricultural Adjustment Act of 1938. County agents should be notified that work sheets may be submitted after such final date to be used as the basis for establishing marketing quotas but that the farm covered by a work sheet submitted after such closing date will not be eligible to be covered by an application for payment under the 1938 Agricultural Conservation Program.

Very truly yours,

I. W. Duggan

I. W. Duggan,
Director, Southern Division.

1938 General Letter No. 9



UNITED STATES DEPARTMENT OF AGRICULTURE
AGRICULTURAL ADJUSTMENT ADMINISTRATION
Washington, D. C.

April 5, 1938.

To Administrative Officers
Southern Region

The following question and answer in connection with the 1938 Agricultural Conservation Program is submitted for your information:

Question: How will land be classified in 1938 which is devoted to soil-depleting crops interplanted or grown in combination with crops not classified as soil-depleting?

Answer: The entire acreage of land devoted in 1938 to soil-depleting crops interplanted with or grown in combination with crops not classified as soil-depleting will be classified as soil-depleting as was done under the 1937 Agricultural Conservation Program.

Where strips of such soil-depleting crops alternating with strips of legumes, or other crops not classified as soil-depleting, are less than 3 rows (10 feet) apart, the entire acreage shall be considered to be interplanted and shall be classified as soil-depleting. However, where such strips of soil-depleting crops, alternating with strips of crops not classified as soil-depleting, are 3 rows (10 feet) or more apart, such acreage shall be classified in accordance with the actual acreage occupied by such crops; the strips or rows not classified as soil-depleting being measured from the outside of the 3-1/2 foot strips, which shall be considered to constitute a row.

Each two acres of summer legumes (excluding peanuts hogged off, and excluding summer legumes classified as soil-depleting) interplanted or grown in combination with soil-depleting crops will be counted as one unit toward meeting the soil-building goal for the farm, provided a good stand and a good growth is left on the land or turned under, and provided further that the legume occupies at least one-third of the land.

Very truly yours,

I. W. Duggan
I. W. Duggan

Director, Southern Division.

1.42
5086
JUN 15 1938
1938

1938 General Letter No. 10



UNITED STATES DEPARTMENT OF AGRICULTURE
AGRICULTURAL ADJUSTMENT ADMINISTRATION
Washington, D. C.

April 7, 1938

1.42
5086
JUN 15 1938
MP 10-1938

To Administrative Officers

Southern Region

Re: ACP-57, Receipt for Treasury Check

A supply of Forms No. ACP-57, Receipt for Treasury Check, has been furnished to each State office to be forwarded to the county offices in order that checks issued under the Agricultural Conservation Programs and Range Conservation Programs may be mailed by the county association treasurer to the payee whenever it is impracticable to deliver the check personally to the payee and the correct mail address of the payee is known. Under instructions from the United States Treasury Department, checks which are mailed to individual payees must in all cases be enclosed in special window envelopes which are available upon demand at any regional disbursing office.

Treasury Form 1715 has been discontinued and Form No. ACP-57 is to be used in lieu thereof in case the county association treasurer finds it necessary to mail the check to the payee. Under no conditions should a payee be required to give a receipt for a check before it is actually delivered.

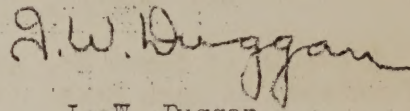
Form ACP-57 is to be filled out by the county office as follows:

Enter the administrative number from the upper right corner of Form ACP-41C on which the payment is listed; the check number appearing in column (d) of Form ACP-41C, and the amount of the check, in the upper right corner of Form ACP-57 in the spaces provided for these purposes. Enter the full name and address of the payee in the box provided on Form ACP-57 which will be visible through the transparent portion of the window envelope. The address to be entered should be the last known regular mail address of the payee. If the address shown on Form ACP-41C is incorrect or incomplete, it should be corrected to agree with the address placed on Form ACP-57. On the reverse side of Form ACP-57 immediately following the words "Return to", insert the name and regular office address of the county association treasurer. This may be designated as care of county agent.

Enter on Form ACP-41C opposite the name and address of the payee the date of mailing the check. Insert the check and Form ACP-57 in the special Division of Disbursement window envelope, taking care to see that the name and address of the payee is visible through the transparent window.

Upon return of Form ACP-57 signed by the payee it should be attached to Form ACP-41C in the county office, or a notation made on Form ACP-41C indicating that the receipt form has been received, in which case Form ACP-57 may be filed separately by continuation sheet administrative number.

Very truly yours,

A handwritten signature in dark ink, appearing to read "I. W. Duggan". The signature is fluid and cursive, with the first letters of the first and last names being capitalized and prominent.

I. W. Duggan,
Director, Southern Division.